

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
MEETING ROOM #113
TUESDAY, MAY 4, 1999
10:00 A.M.**

Commissioners Present: Kathy Campbell, Chair
Bernie Heier
Larry Hudkins
Linda Steinman
Bob Workman

Others Present: Kerry Eagan, Chief Administrative Officer
Dave Kroeker, Budget & Fiscal Officer
Don Killeen, County Property Manager
Dennis Banks, Attention Center Director
Michelle Schindler, Attention Center Deputy Director
Greg Pettibone, Project Manager
Jim Hille, Sinclair Hille & Associates
Mark Huettner, Sinclair Hille & Associates
Liz Kuhlman, Sinclair Hille & Associates
Michael Thurber, Corrections Director
Gwen Thorpe, Deputy County Clerk
Melissa Koci, County Clerk's Office

Kathy Campbell, Chair, announced there will not be a meeting on June 1, 1999 regarding the new Juvenile Detention Facility because of budget hearings. The Board will discuss a rescheduled date at the 1:30 p.m. Board meeting on May 4, 1999.

AGENDA ITEM

JUVENILE DETENTION FACILITY

A. ARCHITECTURAL REPORT - JIM HILLE, SINCLAIR HILLE & ASSOCIATES

1. SCHEMATIC DRAWINGS

Jim Hille, Sinclair Hille & Associates, appeared and submitted a Schematic Floor Plan of the new Juvenile Detention Facility (Exhibit A) and gave a brief overview of the floor plan. Hille indicated there is one pod to the west that will be used for a higher security level and another pod on the drawing that may be used for a future 20-bed expansion.

Heier asked if there will be segregation between males and females.

Dennis Banks, Attention Center Director, appeared and stated he is flexible and willing to work with the Board with whatever they want.

Liz Kuhlman, Sinclair Hille & Associates, appeared and reported a secure perimeter line has been established around the area. Kuhlman indicated the orange color is the non-security area where no residents will be at anytime. That area is the public lobby and administration where no security rated products are required. She reported a step up in security would be the minimum security containment which is the staff secure area. Kuhlman said the medium security containment contains the visiting area, education program space, two standard pods, intake area and a sally port. The maximum security containment is a higher resistant area with some ballistic ratings on the windows. She stated the highest security is the maximum security area and the control room, which has the ability to control the doors and circulation in the building. Kuhlman also noted the plan has been created so that food and education can be brought to the high security wing. There is a 30-minute envelope around the area which means the area will withstand a 30-minute attack from the outside.

Heier asked about the secured perimeter.

Kuhlman stated the secured perimeter means that the wall will go all the way up through the structure and it cannot be penetrated from either side.

Hudkins asked about the type of wall that will be around the perimeter.

Kuhlman said the wall will be a concrete masonry block wall from the floor to the roof.

Workman asked about the 30-minute secure walls.

Kuhlman indicated the glazing is a higher security rating glazing that has been tested and the 30-minute tack glass. These materials have to be tested by using different tools such as sledgehammer, fire extinguisher or a pipebar to beat on the glass a number of times in a succession to check out the ability of the glass to withstand forced entry or escaping. Kuhlman stated there is another series of tests regarding the ballistic rating, and the glazing is determined by the rating of the thickness of the Lexan that will be installed.

Hille indicated all pods are equipped with two double occupancy rooms, including high security and staff secure pods.

Hudkins asked if the Assessment area is large enough.

Hille stated the Assessment area requires a minimal amount of wall space and part of the assessment area can be considered part of the standard housing area. Hille indicated, for example, a juvenile may be brought from the sally port to the assessment area and may be a risk potential either to themselves or others. The individual will then be moved to a more secure environment while they are being assessed and then they may be directly moved to Intake & Detention.

Hudkins asked about placing a Juvenile Court around the new Juvenile Detention Facility in the future.

Hille reported the court would be located to the north of the front entrance which would take away the benefit of having the two-way sally port.

Steinman asked Dennis Banks if it is necessary to build a high security unit as large as it is in the plan.

Banks indicated he doesn't know what the future holds, but the unit will not remain empty at any time because a lower risk juvenile may be housed in that pod and still be separated from the higher risk juvenile.

Workman stated his concerns regarding access to the roof in every pod.

Hille reported the door will be handled by a control and at the top of the stairs there will be another door which may be a keyed door. He said if a resident would get beyond the first barrier, they would have to go through a second door.

Heier asked if outdoor recreation is required by State standards.

Thurber indicated there has to be a rated outdoor recreation facility.

Heier questioned the need for all the outdoor recreation space indicating that the recreation space area takes up a lot of space for the two units including a physical education unit in the building.

Banks indicated when juveniles under the age of 17 or 18 get an opportunity to go outside to relieve tension, anxiety, aggression or to get away from an enclosed area they behave better.

2. SITE SURVEY AND GEOTECHNICAL REPORT

Hille distributed documentation regarding a Schematic Design Site Plan for the new Juvenile Detention Facility (Exhibit B) and said if a person drives on Radcliffe Drive and then enters the site they should have the ability to be able to, as a visitor, park, in one of two areas. He indicated there is a looping drive that moves around the building and allows vehicles and law enforcement vehicles to keep isolated from the traffic of other people trying to park. Hille also stated there is a perimeter security fence which provides a means of keeping people from the outside from getting direct access to residents if they happen to be in an outside area. He noted in the emergency holding area they need to be able to meet the ability to exit from the building in case of an emergency and be 50 feet clear of the building envelope.

Hudkins questioned Radcliffe Drive and acquiring additional land if needed.

Don Killeen, County Property Manager, appeared and reported the ideal approach would be to work with the two adjoining property owners to form a road improvement district. Killeen said he has spoken with Lincoln Mattress but has not spoken with the landowners to the south, which would be the self storage company. Radcliffe would be widened to create a 60 foot right of way and Dairy Drive could be vacated as part of the process.

3. REVIEW OF ARCHITECTURAL PHASES AND CURRENT SCHEDULE

Hille distributed documentation regarding a Roof Type Analysis (Exhibit C) and reported flat roofs are not allowed anymore per the Uniform Building Code. He indicated there are two types of roofs, sloping roofs or pitched roofs. Hille stated that you cannot build a low sloped roof without a drainage system, including a back up drainage system, with the back up either being a second drain or scupper system overflow. Hille indicated a pitched roof is a roofing system that has ridges and valleys and he also noted a roofing system is very costly. A modified bitumen roof would cost around \$4.50 to \$4.75 per square foot and to slope the roof it would cost 50% to 100% more, which does not include the costs for separation.

Hille also stated a three dimensional separation has to be created and a three dimensional separation between the ceiling and a steel roof may be 3 feet. Hille said if a pitched roof is put on, it may be going up 6 to 8 feet more with a secure wall, and code says when a plan creates an attic, the attic cannot be open so a hatch has to be created to every attic space. Hille recommended highly to the Board to use a modified bitumen roof. The bitumen roof is a 20-year guaranteed roof and is more expensive but it is a tough type of roof.

Mark Huettner, Sinclair Hille & Associates, appeared and showed drawings of the east elevation, the front of the building at the public entrance, and the south elevation of the sally port and high security wing. He stated the materials that are being proposed to use on the exterior of the building are jumbo size brick masonry units and concrete masonry units. The two materials were chosen because of low maintenance and to keep costs down. The exterior walls need to be a four hour rated fire wall and masonry gives them that rating. Huettner reported there are covered canopies at the sally port which provide protection for the overhead garage doors and the law enforcement people who are using the entrances.

Heier questioned law enforcement officers leaving their weapons in their vehicles.

Huetter said when a law enforcement officer drives to the entrance, the control will raise the door, the car will drive in, the door will close and the law enforcement official will escort the detainee to the intake area. He also stated there is a gun cabinet in the interior vestibule so all weapons will be locked outside of the intake area.

Heier asked if the weapons are disposed of prior to the youth getting into the car or after.

Hille indicated the weapons storage is in the sally port transition between the vehicle and the building because the vehicle is then locked if there is a weapon in it.

Hille distributed a letter from Harold Clarke, Director of the Department of Correctional Services, regarding the Juvenile Detention Facility connection to the Nebraska State Penitentiary Central Unit Plant (Exhibit D). Hille stated the County Board can either pursue the issue and allow the process to work its way through with a backup plan. Hille indicated the State is asking that a rate determination study for the steam and chilled water, including equipment depreciation, cost of utilities, maintenance, administration and so forth, would need to be completed. Hille also noted the Department indicated they do not have the internal expertise or funding to conduct a rate determination study and due to current staffing obligations and workload, the Department does not have staff immediately available to conduct reviews or coordinate the utility capacity verification and rate studies.

Hudkins indicated the Department does not know if they have the legislative authority to sell steam or chilled water and they do not currently sell utilities to external entities. Someone needs to find out the answers to the questions. He also questioned whether or not Corrections can retain the payments made by the County instead of the money going to the State General Fund.

Hille noted he would like to know within the next 30 days how to proceed.

The Board agreed to send a letter to the Governor regarding the questions outlined from the Department of Corrections on the Juvenile Detention Facility connection and ask for a 10-day follow up in which they will meet with him or a member of his staff, and that there be a 30-day window because the county is at the point of moving ahead with the design.

Hille distributed documentation regarding the current schedule (Exhibit E) and indicated if the Board allows Sinclair Hille to continue through the month of May and June he will be working through the development of the design which would allow Sinclair Hille to be done by the end of October for bidding in November. He encouraged the Board to move forward with the schedule.

MOTION: Workman moved and Steinman seconded to approve the general concept of the schematic design and authorize Sinclair Hille & Associates to proceed with the details of design development, with input from Mike Thurber, County Corrections Director. On call Heier, Workman, Hudkins, Steinman and Campbell voted aye. Motion carried.

B. FOOD SERVICE STUDY PROPOSAL - Kerry Eagan, Chief Administrative Officer

Kerry Eagan, Chief Administrative Officer, appeared and indicated he received a proposal from Tom Morrow regarding food services for the new Juvenile Detention Facility. Eagan reported Thomas Morrow Associates is proposing to prepare a profile of the existing food services installed at the County Jail for a fee of \$3,795.

Thurber noted Mr. Morrow is the person who designed the kitchen for the County Jail. Thurber indicated if a person changes the concept of food delivery you can produce more food out of that same square footage. He reported the County Jail is using a cook-serve method, but there has been some discussion on the 4 or 5 different ways of providing food service in an institution. Thurber also stated that by moving the food from the jail you lose the labor costs, which are \$1.12 to \$1.20 per meal. He indicated to the Board that the County Jail does not cook and chill at this time, but they cook and batch and they haven't had any food bourn illnesses.

MOTION: Hudkins moved and Workman seconded to direct Kerry Eagan to contact the County Attorney and develop a contract with Mr. Morrow incorporating the requests outlined in the discussion. On call Steinman, Hudkins, Workman, Heier and Steinman voted aye. Motion carried.

C ADJOURNMENT

At the direction of the Chair, the meeting was adjourned.

Bruce Medcalf
Lancaster County Clerk